



CITY OF FREEPORT

125 Main Street E – PO Box 301 – Freeport, MN 56331 – 320-836-2112
For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service www.freeportmn.org

January 31, 2023 - Regular Meeting Agenda
Freeport City Hall - 7:00 pm

Call to Order

I. Oath of Office

- a. Mayor Mike Eveslage
- b. Council Member Sarah Blake
- c. Council Member Tim Hennen

II. Approve Agenda

III. Open Public Forum

IV. Consent Agenda

- a. November 15, 2022 Special Meeting Minutes (1)
- b. December 20, 2022 Council Meeting Minutes (2-3)
- c. Claims Report (4-7)
- d. Sheriff's Report (8)

V. Reports

- a. Clerk-Treasurer Report (9)
- b. Fire Department Report (N/A)
- c. Public Works Report (10-12)
- d. Engineer Report (13)
- e. Attorney Report (14)

VI. Old Business

- a. Usage of ARPA Funds – Streetlights (15-19)
- b. Public Works Truck (20)

VII. New Business

- a. Ordinance 2023-01 – Fee Schedule (21-25)
- b. Resolution 2023-01 - Official Depository FSB (26-27)
- c. Resolution 2023-02 - Official Depository Magnifi (28-29)
- d. Resolution 2023-03 - 2022 Donations (30)
- e. Resolution 2023-04 - Disbursement and Payment of Claims Policy (31-34)
- f. 2023 Appointments (35-36)

VIII. Adjourn

Next Regular Meeting: February 28, 2023



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cityfrpt@albanytel.com

November 15, 2022 – Meeting Minutes

A special meeting of the Freeport City council was convened at 7:00 pm by Mayor Mike Eveslage, and council members Nick Arnzen, Sarah Blake, Tim Hennen, and Jake Renneker.

Staff in attendance: City Clerk-Treasurer Jon Nelson

Canvassing the Election Results

Hennen motioned to accept the official election results for the City of Freeport that were provided by Stearns County Elections Office, seconded by Renneker. Motion carried 5-0.

Adjourn

Hennen motioned to adjourn, seconded by Blake. Motion carried 5-0.

Mayor Mike Eveslage

Clerk-Treasurer Jon Nelson



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December 20, 2022 – Meeting Minutes

A regular meeting of the Freeport City council was convened at 7:00 pm by Mayor Mike Eveslage, and council members Nick Arnzen, Sarah Blake, Tim Hennen, and Jake Renneker.

Staff in attendance: Public Works Director Loren Goebel, City Clerk-Treasurer Jon Nelson, Administration Assistant Kelsey Molitor, City Financial Advisor Ashley Feldewerd, City Engineer Dave Blommel, City Attorney Scott Dymoke, and Fire Chief Andy Grieve.

Others in attendance: Branden Roering; Matt Imdieke, MKI Enterprise

Approve Agenda

With the addition of the claims report and Ordinance No. 2022-04, Arnzen motioned to approve the agenda, seconded by Renneker. Motion carried 5-0.

Public Hearing

- Rezoning Parcel No. 54.32129.0092 from Industrial-1 property to Commercial-3 property.
- Imdieke presented council with his plans to develop the lot with storage units.
- The demand for storage units is high and Imdieke stated that most of his current units are rented out, including the ones he owns in Freeport.
- Public Hearing was closed. Arnzen motioned to approve Ordinance 2022-04 to rezone the property, seconded by Renneker. Motion carried 5-0.

Public Forum

- Public forum closed.

Consent Agenda

- Renneker motioned to approve the consent agenda, seconded by Hennen. Motion carried 5-0.

Reports

a. Clerk-Treasurer Report - Jon Nelson

- Business as usual this month in City Hall.

b. Fire Dept Report - Fire Chief Andy Grieve

- 6 calls last month – 5 medical, 1 fire.

- FEMA grant application was not accepted.
- Officer elections were held; Grieve will remain Chief, Branden Roering will remain Assistant Chief and Larry Hoeschen will join them as newly-elected Assistant Chief.
- Hennen motioned to accept the fire department's officer election results, seconded by Blake. Motion carried 5-0.

c. Public Works - Public Works Director Loren Goebel:

- Busy with snow removal.

d. Engineer Report - City Engineer Dave Blommel:

- Will be looking to hold a final assessment hearing for 2021 sanitary sewer and street project potentially in February or March.
- 7th & 8th St SE assessment roll has been submitted to Stearns County by Nelson.
- Updates have been made to active transportation sidewalk project on the south side of town. The grant application will be submitted before the end of the year.

e. Attorney Report - City Attorney Scott Dymoke:

- Nothing significant to report.

Old Business

a. Final 2023 Budget

- Feldewerd reviewed the final budget proposal with Council. Council approved decreasing the tax rate close to five percent from last year. Residents may still see an increase in taxes due to a substantial increase in taxable market value of many properties.

New Business

a. Resolution 2022-24 – Final Budget Levy 2023

- Renneker motioned to approve Resolution 2022-24, seconded by Blake. Motion carried 5-0.

b. Resolution 2022-25 – Designating Polling Place for 2023

- Arnzen motioned to approve Resolution 2022-25, seconded by Hennen. Motion carried 5-0.

c. Jon Nelson – Clerk-Treasurer Six-Month Probationary Period

- Council appreciates the work Nelson has been putting into his clerk-treasurer duties.

Adjourn

Arnzen motioned to adjourn, seconded by Blake. Motion carried 5-0.

Mayor Mike Eveslage

Clerk-Treasurer Jon Nelson

01/25/23
11:26:43

CITY OF FREEPORT
Claim Approval List
For the Accounting Period: 1/23

Page: 1 of 4
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5255		829 ABDO	9,000.00					
	465629	12/31/22 Monthly Fee - Dec 2022	9,000.00			101 41000	300	10100
		Total for Vendor:	9,000.00					
5256		40 AUTO VALUE-ALBANY	51.98					
	26406850	01/18/23 Sealed Beam plow truck lights	51.98			101 43100	401	10100
		Total for Vendor:	51.98					
5257		647 BADGER METER INC	24.16					
	80116343	12/29/22 Beacon MBL Hosting Unit	12.08			601 43225	433	10100
	80116343	12/29/22 Beacon MBL Hosting Unit	12.08			602 43250	433	10100
		Total for Vendor:	24.16					
5272		758 BRANDEN ROERING	337.93					
	01/24/23	FD Convention - Mileage/Food	337.93			225 42200	335	10100
		Total for Vendor:	337.93					
5258		71 CENTRACARE HEALTH	169.25					
	300995905	01/04/23 Fire Dept - Physical	169.25			225 42200	333	10100
		Total for Vendor:	169.25					
5283		751 CITY OF FREEPORT	227.69					
	01/25/23	Fire Hall Water Usage	227.69			225 42200	384	10100
		Total for Vendor:	227.69					
5259		544 COMMUNITY TECHNOLOGY CENTER, INC	72.00					
	CTC4036	12/31/22 Issue w/ Monthly Backup	72.00			101 41000	220	10100
		Total for Vendor:	72.00					
5260		123 DYMOKE LAW OFFICE, P.A.	130.00					
	01/03/23	General Matters - Dec 2022	130.00			101 41000	302	10100
		Total for Vendor:	130.00					

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5261		752 EXPERT BILLING LLC	81.00					
	10846	12/23/22 3 Runs Billed - Nov 2022	81.00			225 42200	300	10100
		Total for Vendor:	81.00					
5262		155 FREEPORT FARM CENTER, INC	371.29					
	14028	01/09/23 Repairs on snowblower	371.29			101 43100	220	10100
hyd.		cylinder replacement Total for Vendor:	371.29					
5263		174 GOPHER STATE ONE CALL, INC	50.00					
	3000407	01/31/23 2023 Annl Facility Oprtr Fee	25.00			601 43225	300	10100
	3000407	01/31/23 2023 Annl Facility Oprtr Fee	25.00			602 43250	300	10100
		Total for Vendor:	50.00					
5264		187 HAWKINS, INC	40.00					
	6379558	01/15/23 Chlorine Cylinder	20.00			601 43225	440	10100
	6359779	12/15/22 Chlorine Cylinder	20.00			601 43225	440	10100
		Total for Vendor:	40.00					
5265		826 INSPECTRON INC	1,331.50					
	2022-488	01/05/23 Plan Review/Inspctn 4th Q 20	1,331.50			101 42050	310	10100
		Total for Vendor:	1,331.50					
5279		219 JOANN TIMP	300.00					
	01/24/23	December 2022 Cleaning	300.00			101 41000	300	10100
		Total for Vendor:	300.00					
5266		244 KRIS ENGINEERING, INC	305.01					
	37664	01/10/23 Parts	305.01			101 43100	220	10100
		Total for Vendor:	305.01					
5267		248 LAKE REGION FIREFIGHTERS ASSN	40.00					
	1189	01/04/23 2023 Lake Region FD Dues	40.00			225 42200	433	10100
		Total for Vendor:	40.00					

01/25/23
11:26:43

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5268		843 MELROSE AREA CHAMBER OF COMMERCE	125.00					
	01/24/23 2023	Full Membership	125.00			101 41000	433	10100
		Total for Vendor:	125.00					
5271		769 METRO SALES, INC	89.87					
	INV2201181 01/11/23	Copier Rentl 12/15/22-01/1	89.87			101 41000	410	10100
		Total for Vendor:	89.87					
5269		309 MINNESOTA LIFE INSURANCE CO	1.70					
	30130022 01/24/23	Goebel - Life Ins - Feb 2023	1.70*			101 43000	131	10100
		Total for Vendor:	1.70					
5270		654 MINNESOTA STATE FIRE DEPT	225.00					
	01/24/23 2023	MSFDS Membership Dues	225.00			225 42200	433	10100
		Total for Vendor:	225.00					
5273		710 SAUK CENTRE FLEET SUPPLY	16.79					
	12/31/22	Fin Charges	3.00			101 43100	220	10100
	276963 01/09/23	Freight - Water Sample	13.79			601 43225	200	10100
		Total for Vendor:	16.79					
5275		542 SCHMIDTY'S	85.66					
	1888 10/10/22	Deli EDA Meeting	42.83			101 43100	430	10100
	566 11/21/22	Deli EDA Meeting	42.83			101 43100	430	10100
		Total for Vendor:	85.66					
5276		418 SEH, INC	33,447.50					
	437540 12/16/22 2020	Freeport Facility	32,717.50*			420 41000	300	10100
	437932 12/16/22 2020	Freeport Facility	730.00*			420 41000	300	10100
		Total for Vendor:	33,447.50					
5277		440 STEARNS CO AUDITOR-TREASURER	34.07					
	2023-00000 01/17/23 2022	Election Chargeback	34.07			101 41450	210	10100
		Total for Vendor:	34.07					

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11:26:43

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
5278		441 STEARNS CO MUNICIPAL LEAGUE	40.00					
	01/24/23	2023 Membership Dues	40.00			101 41000	433	10100
		Total for Vendor:	40.00					
5282		554 SWANY WHITE FLOUR MILLS, LTD	1,428.51					
	01/24/23	TIF Payments	1,428.51*			265 46508	640	10100
		Total for Vendor:	1,428.51					
5280		809 VALLI INFORMATION SYSTEMS, INC	75.00					
	85985 12/31/22	Online Monthly Maintenance	75.00			101 41000	300	10100
		Total for Vendor:	75.00					
5281		516 WEBER PRINTING	139.00					
	24218 12/21/22	#10 Envelopes	139.00			101 41000	210	10100
		Total for Vendor:	139.00					
		# of Claims	28	Total:				48,239.91

FREEPORT ALL CALLS

City	Date Received	Call #	Description
FREEPORT	12/12/2022 17:08:35	22104062	ACCIDENT
FREEPORT	12/07/2022 17:20:25	22102629	ALCOHOL COMPLIANCE CHE
FREEPORT	12/07/2022 17:21:08	22102630	ALCOHOL COMPLIANCE CHE
FREEPORT	12/09/2022 17:19:31	22103241	BEHAVIORAL HEALTH
FREEPORT	12/27/2022 08:45:10	22107652	BUSINESS ASSIST
FREEPORT	12/18/2022 02:06:38	22105409	DIRECTED PATROL
FREEPORT	12/08/2022 03:10:21	22102732	DIRECTED PATROL
FREEPORT	12/10/2022 23:09:00	22103616	INTOXICATED PERSON
FREEPORT	12/11/2022 12:01:18	22103717	LIFT ASSIST
FREEPORT	12/02/2022 23:41:32	22101346	MATTER OF INFORMATION
FREEPORT	12/11/2022 18:58:56	22103770	MEDICAL EMERGENCY
FREEPORT	12/19/2022 08:29:23	22105654	MEDICAL EMERGENCY
FREEPORT	12/24/2022 17:40:36	22107133	MEDICAL EMERGENCY
FREEPORT	12/25/2022 09:36:48	22107267	MEDICAL EMERGENCY
FREEPORT	12/14/2022 11:59:27	22104501	MEDICAL EMERGENCY
FREEPORT	12/16/2022 00:37:36	22104909	MEDICAL EMERGENCY
FREEPORT	12/27/2022 08:47:19	22107653	NO PAY CUSTOMER
FREEPORT	12/29/2022 21:37:12	22108490	SUSPICIOUS PERSON
FREEPORT	12/31/2022 19:57:20	22108978	SUSPICIOUS SMELL
FREEPORT	12/28/2022 12:12:04	22108032	TRAFFIC STOP
FREEPORT	12/26/2022 19:56:35	22107562	TRAFFIC STOP
FREEPORT	12/10/2022 01:14:13	22103385	TRAFFIC STOP
FREEPORT	12/07/2022 14:11:41	22102580	TRAINING ONLINE
FREEPORT	12/29/2022 08:22:55	22108279	UNWANTED PERSON

Memo

From: Jon Nelson - Clerk-Treasurer

To: Freeport City Council

Date: 01/24/2023

Re: Clerk-Treasurer Report

1. I took part in the inaugural Small City Clerk Mastermind Group Teams Meeting. This was set up through LMC as a place for clerks to network and brainstorm.
2. West Central has had a tough month with storms and equipment breaking down. Customer service tried to call residents but they did not have current phone numbers for many. Residents should get in touch with West Central to make sure their contact info is up-to-date. Their website and Facebook page are good resources.

Employee Name: Loren Goebel
 Month: December

Day of Month	# of Hours: Streets, General Maint, Snow Removal, Sewer Line, Water Line	# of Hours: Water Plant	# of Hours: Sewer Plant	# of Hours: Parks, Mowing	# of Hours: Bldg Maint	# of Hours: Shop Equip Maint	# of Hours: Liquor Maint	# of Hours: Airport Ops	# of Hours: Cemetery	# of Hours: Natural Gas Ops	# of Hours: Electric Linemen	# of Hours: Cable Ops	# of Hours: Garbage Collection	Total Hours Per Day
1		0.5	0.5											1
2	1.5	1	1											3.5
3		0.5	0.5											1
4		0.5	0.5											1
5	3	1	1				2							7
6	5	1	1				1							8
7	6	1	1											8
8	5	1	1				1							8
9	2	1	1			1	2							7
10		0.5	0.5											1
11	2	0.5	0.5											3
12	2.5	1	1				2						0.5	7
13	3.5	1	1											5.5
14	9.5	1	1											11.5
15	6	1	1											8
16	6.5	1	1				1							9.5
17	1.5	0.5	0.5											2.5
18		0.5	0.5											1
19	3	1	1											5
20	2	1	1											5
21	5.5	1	1				1							8.5
22	5	1	1											7
23	1.5	0.5	0.5										0.5	3
24	1.5	0.5	0.5											2.5
25		0.5	0.5											1
26	2	0.5	0.5											3
27	6	1	1											8
28	8.5	1	1											10.5
29	2	1	1										0.5	4.5
30	2	1	1											4
31		0.5	0.5											1
TOTAL for Month Per Category	93	25	25	0	0	1	11	0	0	0	0	0	1.5	156.5

Job Duty	Date	Initial
Well, tower, pond checks, sampling, reports, pushed snow -	TUE 12/13/22	JL
Well, tower, pond checks, pushed snow	Wed 12/14/22	JL/MR
Well, tower, I.Ft station, pond checks, pushed snow, water samples	THUR 12/15/22	JL/MR
Well, tower, pond checks, pushed snow	FRI 12/16/22	JL/MR
Well, tower, pond checks, push snow	SAT 12/17/22	JL
Well, tower, pond checks.	SUN 12/18/22	JL
Well, tower, I.Ft station, pond checks, pushed snow, sanded, water samples	MON 12/19/22	JL
Well, tower, pond checks, cleaned ponds, moved snow, council meeting	TUE 12/20/22	JL
Well, tower, pond checks, pushed snow	Wed 12/21/22	JL
Well, tower, lift station, pond checks, water samples, water on South side	THUR 12/22/22	JL
pushed snow -	"	JL/MR
Well, tower, pond, pushed drifts sanded. (HOLIDAY)	FRI 12/23/22	JL
Well, tower, pond checks, pushed drifts, clean parking lots -	SAT 12/24/22	JL
Well, tower, pond checks	SUN 12/25/22	JL
Well, tower, lift station, pond checks (HOLIDAY) water samples pushed drifts	MON 12/26/22	JL
Well, tower, pond checks, moved snow -	TUE 12/27/22	JL
Well, tower, pond checks, snow clean up main street	Wed 12/28/22	JL
scraped snow	"	JL
Well, tower, lift station, pond checks, water samples, clean up main street, garbage	THUR 12/29/22	JL
Well, tower, pond checks, scraped snow -	FRI 12/30/22	JL
Well, tower, pond checks -	SAT 12/31/22	JL
Well, tower, pond checks	SUN 1/1/23	JL
Well, tower, lift station, pond checks, water samples -	MON 1/2/23	JL
Well, tower, pond checks, plowed snow	TUE 1/3/23	JL/MR
Well, tower, pond checks, plowed snow	Wed 1/4/23	JL/MR
Well, tower, lift station, pond checks, water samples, plowed snow	THUR 1/5/23	JL/MR
Well, tower, pond checks, plowed snow	FRI 1/6/23	JL/MR
Well, tower, pond checks	SAT 1/7/23	JL
Well, tower, pond checks	SUN 1/8/23	JL
Well, tower, lift station, pond checks, water samples, Bucki + Floride	MON 1/9/23	JL
samples, WQP samples, started taking x mas lights down, SF tower	TUE 1/10/23	JL
Well, tower, pond checks, finished taking x mas lights down	"	JL
got plow blades -	Wed 1/11/23	JL
Well, tower, pond checks, flushed hydrants, MPCA reports	THUR 1/12/23	JL
Well, tower, lift station, pond checks, water samples, put plow blades	FRI 1/13/23	JL
on, put cylinder back on tractor, farm center for oil & wld on blower. open city well	"	JL
Well, tower, pond checks, clean flow station, moved snow	FRI 1/13/23	JL
Well, tower, pond checks	SAT 1/14/23	JL
Well, tower, pond checks	SUN 1/15/23	JL

Job Duty	Date	Initial
Well, tower, 1st station, pond checks, water samples	MON 1/16/23	JH
Well, tower, pond checks, scraped snow, sewer by community center	TUE 1/17/23	JH
made path in industrial park for snow, water reports ^{samples} MDH	WED 1/18/23	JH
Well, tower, pond checks, scraped roads, sanded, water usage reports, MPCA permit renew(started)	WED 1/18/23	JH
Well, tower, 1st station, pond checks, water samples, finished MPARS	THUR 1/19/23	JH
put xmas light away, sanded collys = Industrial - garbages	FRI 1/20/23	JH
Well, tower, pond checks	SAT 1/21/23	JH
Well, tower, pond checks	SUN 1/22/23	JH
Well, tower, 1st station, pond checks, water samples, moved snow	MON 1/23/23	JH
behind City Hall, moved snow out in Industrial	TUE 1/24/23	JH
Well, tower, pond checks, scraped curbs to open up storm drains	TUE 1/24/23	JH
moved snow from behind city hall.		JH
→ City Council		



Building a Better World
for All of Us®

MEMORANDUM

TO: Freeport City Council

FROM: Dave Blommel, PE (Lic. MN)
Freeport City Engineer

DATE: January 23, 2023

RE: Council Update

Welle's Country Acres

The council should schedule a public hearing for the February meeting to vacate the underlying easements on the Welle's Country Acres Plat Three. These easements will be replaced by the easements in the final plat when it is recorded.

We are working with USDA on the new bid for the final addition. We are fortunate that it wasn't bid last fall as changes to the endangered species and bid regulations in the area would have resulted in a change order from the contractor. Look for those bids to go out in February or early March per our previous discussions.

Requested action – Order public hearing vacating the existing easements in Outlot A Welle's Country Acres Plat Three.

2021 Street Project

With all of the paper work approved, the final hearing for the 2021 street project can now be scheduled. With the large assessment roll, it may be necessary to hold that meeting outside of the standard city council meeting. The council has flexibility on when that meeting is held, but we should do so this spring.

Requested action – Determine a date for the public hearing and authorize staff to prepare the final assessment rolls. Formal adoption of the amounts to be assessed and associated resolutions will take place in February.

Lead / Copper

In order to comply with the Mn Department of Health rules regarding lead and copper water services (primarily passed down from the Federal EPA) we will need to investigate the pipe materials entering private homes by 2024. Most of the service types are documented in record drawings, but areas without recent construction may require inspection. SEH will provide assistance as required, but most can likely be done internally.

x:\fj\freep\common_council meeting\2023.01.23 m council update.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 2351 Connecticut Avenue, Suite 300, Sartell, MN 56377-2485

320.229.4300 | 800.572.0617 | 888.908.8166 fax

SEH is 100% employee-owned. Affirmative Action – Equal Opportunity Employer

Dymoke Law Office, P.A.

408 Main Street East, Unit 5

PO Box 127

Melrose, Minnesota 56352

Telephone (320) 256-4205

Fax (320) 256-7201

January 25, 2023

Jon Nelson
City of Freeport
125 Main Street East
Freeport, MN 56331

BY ELECTRONIC MAIL

Re: Monthly Legal Report

Dear Mr. Nelson:

During the period from December 14, 2022 through January 25, 2023, we have given significant attention to the following projects on behalf of the City of Freeport.

- **Industrial Park** – Reviewed option lot purchase agreement for compliance with state statutes governing sales by the EDA and the Business Subsidy Act. Advised City Clerk of state Business Subsidy Act requirements and recommended changes to the option agreement.

Respectfully submitted,
Dymoke Law Office, P.A.

Scott E. Dymoke
by Scott E. Dymoke

cc: M. Eveslage

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 01/20/2023

Re: Design Electric Quotes

Design Electric presented new budget quotes for lighting. The NLS 30 ft pole appears to be priced fairly and would give us the height we need for banners. The flags can be moved up higher than the illustration is showing. We know we will need a few 20 ft. poles due to power lines but they can be equipped with the same fixtures to keep a consistent look.

The new conduit and wiring estimate is \$159,520, which is nearly half the cost Orlynn was approximating earlier.

The quote includes finishing with traditional concrete. Stamped or at least colored concrete would be more aesthetically pleasing but would come at an additional charge.

These numbers are strictly for budgeting purposes and are not actual quotes. Once we narrow down our options we can receive more accurate numbers. Availability may be nine months out on some products.



DESIGN ELECTRIC INC.

Design Electric, Inc.
4807 Heatherwood Road
St Cloud, MN 56301-56302
Phone: (320) 252-1658

DATE: December 29, 2022

RE: CITY OF FREEPORT DOWNTOWN LIGHTING

NO. PAGES INCL THIS PAGE:

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We herewith submit our quotation as follows:

ITEM:	DESCRIPTION	QTY	U/M	UNIT PRICE	EXTENSION
	MOBILIZATION	1	LS	\$ 6,200.00	6,200.00
	REMOVE POLES IN CONCRETE	28	EA	\$ 712.01	19,936.28
	REMOVE POLES IN GRASS	4	EA	\$ 307.90	1,231.60
	NEW BASES	32	EA	\$ 1,164.29	37,257.28
	POUR CONCRETE AROUND BASE	28	EA	\$ 362.60	10,152.80
	14' HOLOPHANE POLE (NO BANNER, NO FIXTURE)	32	EA	\$ 3,602.72	115,287.04
	25' HOLOPHANE POLE (NO BANNER, NO FIXTURE)	32	EA	\$ 7,792.84	249,370.88
	30' HOLOPHANE POLE (NO BANNER, NO FIXTURE)	32	EA	\$ 9,393.56	300,593.92
	NEW HOLOPHANE FIXTURE	0	EA	\$ 1,495.00	0.00
	RETROFIT EXISTING FIXTURE	72	EA	\$ 674.50	48,564.00
	NLS 20' POLE ONLY W/ BANNERS	32	EA	\$ 3,849.89	123,196.48
	NLS 30' POLE WITH FIXTURE & BANNER	32	EA	\$ 5,762.00	184,384.00
	2" PVC BORE 2" HPPE SCH 80	5500	FT	\$ 18.40	101,200.00
	#4 XHHW CU WIRE	24000	FT	\$ 2.43	58,320.00
					0.00
					0.00
					0.00
					0.00
TOTAL BID					0.00

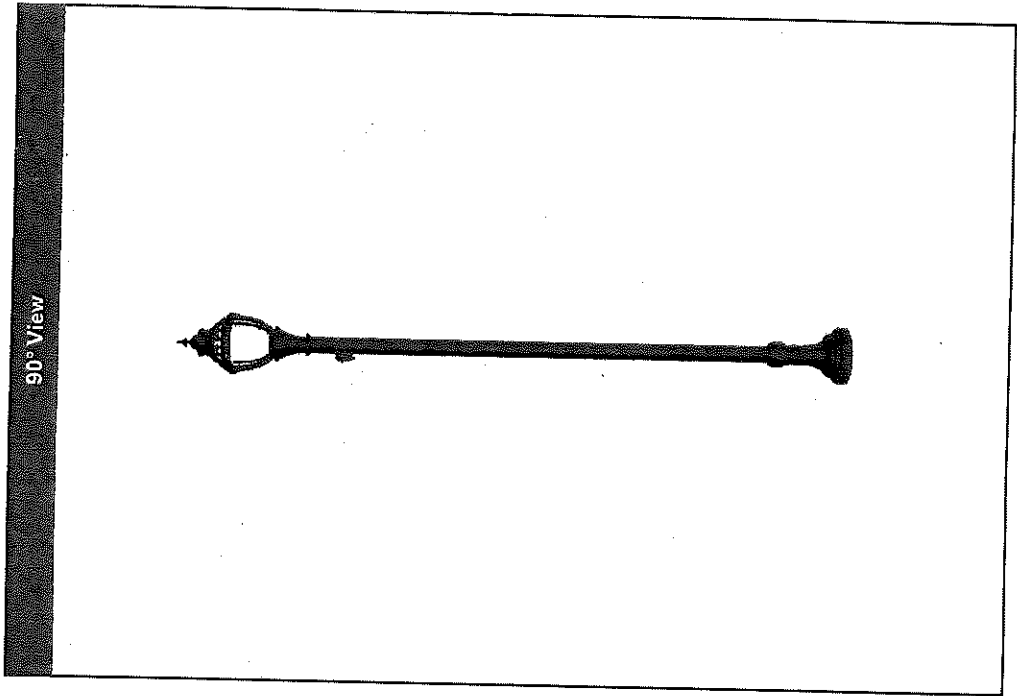
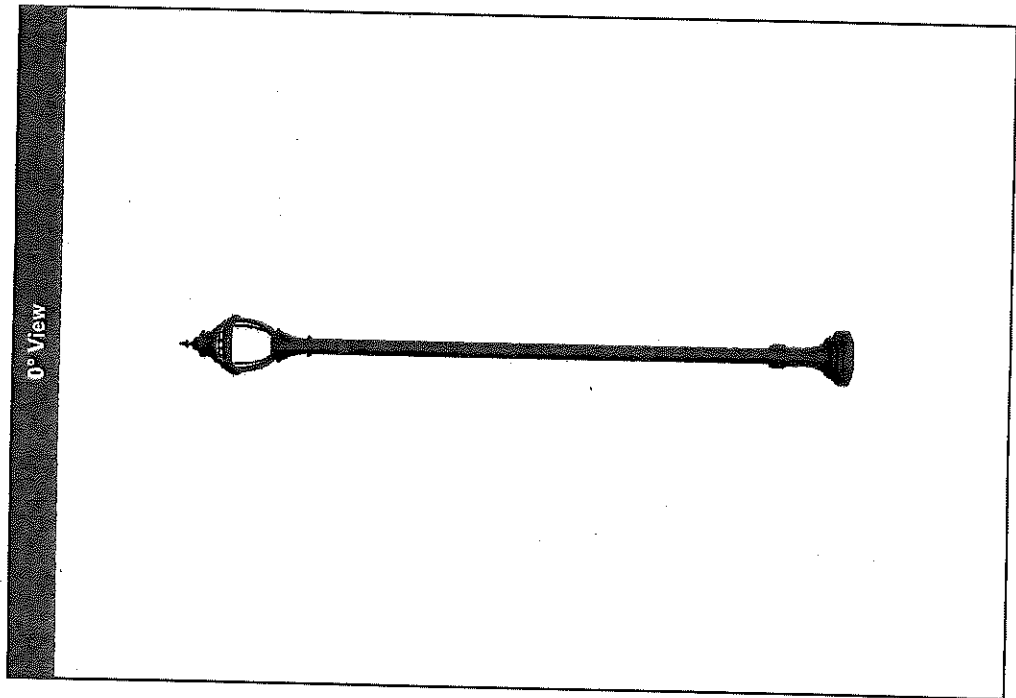
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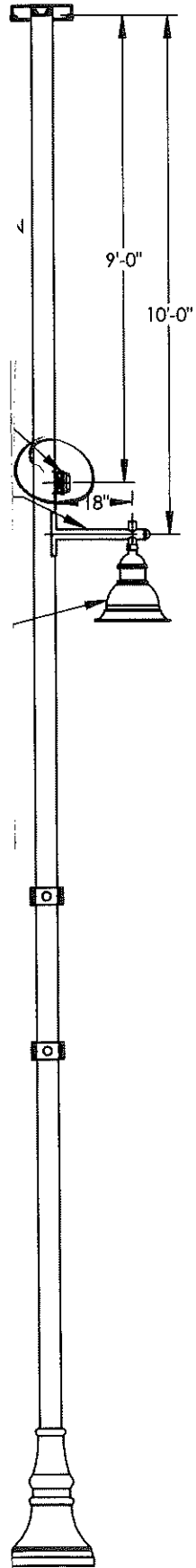
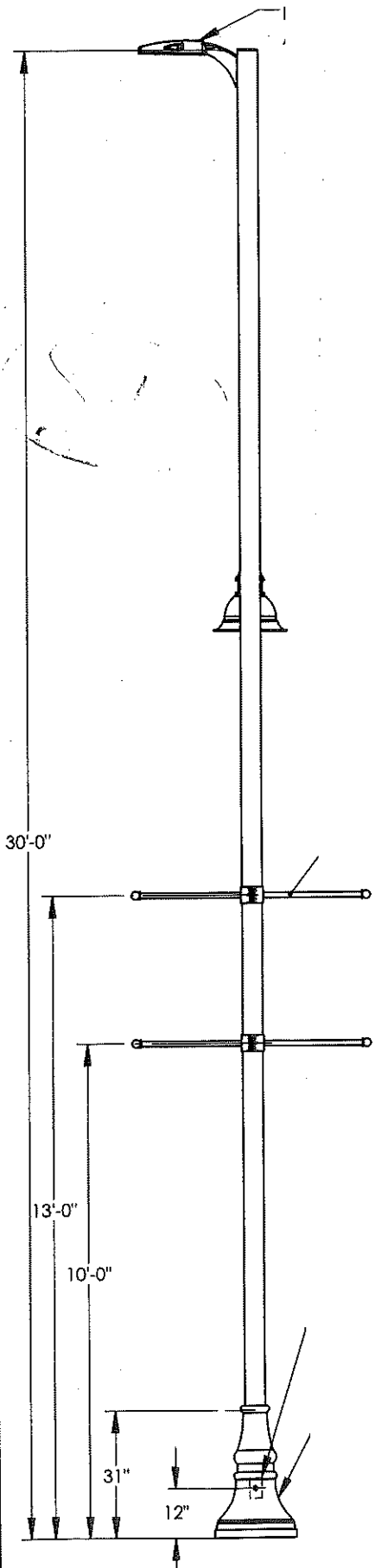
- * No traffic control, staking , surveying , GPS as-builts or final restoration included
- * Price includes sales tax, inspection fees and 1% bond
- * We acknowledge the receipt of Addendum #
- * No special insurance included.
- * Standard AGC subcontract.
- * No concrete removal work included
- ** **THIS IS ONLY A BUDGET**

Signed: _____

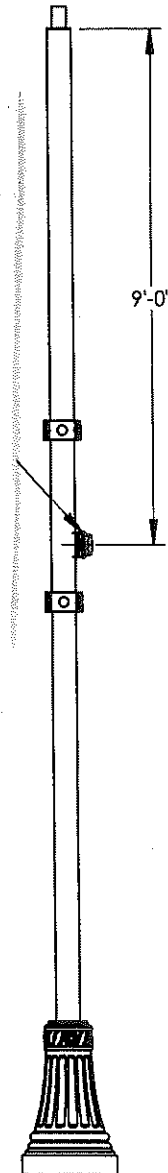
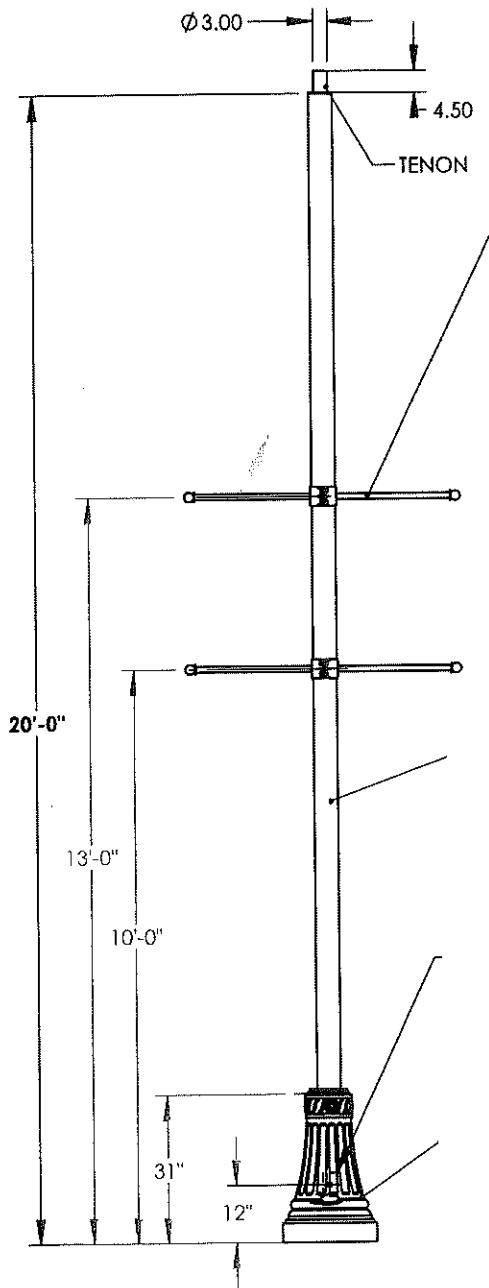
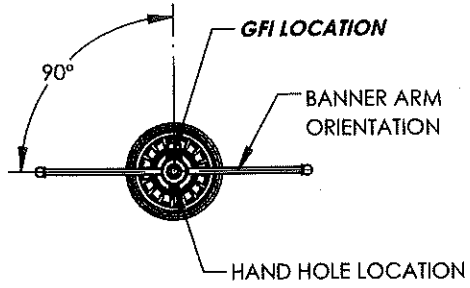
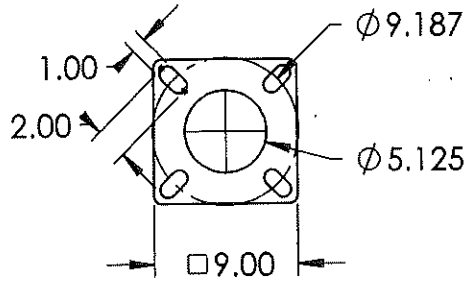
Orlynn Mueller

Some product availability may be 9 months out





BOLT CIRCLE/BASE PLATE DETAIL



Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 01/25/2023

Re: Public Works Truck Wants and Needs

If we are to move forward with purchasing a new public works vehicle, we must have Council-approved options and accessories. Council should also appoint an authorized purchaser for the vehicle.

Options to consider discussing:

1. Gas vs. Diesel: Currently have a gas truck which is sufficient. Gas will be less maintenance.
2. Truck size: Truck will need to be classified as 1-Ton or higher for its use.
3. Dual Rear-Wheel is a necessity.
4. Plow is a necessity. Use current plow or purchase truck equipped with one.
5. Dump box is a necessity. Currently have ~10 ft electric over hydraulic dump box. Use current box or purchase truck equipped with one.
6. Chevrolet, Ram or Ford: Currently have a Ford.
7. Condition:
8. Mileage:
9. Model year:
10. Others:

We need to document an agreed upon out-the-door price at the meeting.

Memo

From: Jon Nelson, Clerk-Treasurer

To: Freeport City Council

Date: 1/23/2023

Re: Ordinance 2023-01 Fee Schedule

The only changes I made were increasing the usage-based and flat rate water service fees by 4%. This is based on Jason Murray's prior analysis recommending we increase water fees by 4% per year.



CITY OF FREEPORT

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ORDINANCE 2023-01

AN ORDINANCE FIXING THE LICENSE, CONSUMPTION AND PERMIT FEES UNDER THE FREEPORT CITY CODE OF 1995 (APPENDIX I)

BE IT ORDAINED BY THE CITY COUNCIL OF FREEPORT, MINNESOTA:

Section 1. The Freeport City Code of 1995 authorizes the City Council to fix the fees and charges imposed by the Code for various city services. The fees and charges imposed may be amended from time to time by the council and is to be entitled Appendix I.

Section 2. The license, consumption and permit fees, as well as other related charges, are hereby amended, as follows:

<u>City Code</u>	<u>Description</u>	<u>Fee (\$)</u>
500 - Zoning		
	Building Permit	per Building Inspector's fee schedules
	Conditional Use or Variance Requests	150.00
	Rezoning Request	250.00
	Zoning Permit	25.00
	Curb/Gutter/Driveway Permit	25.00
510 – Rental Housing		
	Rental Registration License Fee (annual)	75.00
	Delinquency Penalty	5% each day late
	Reinspection Fee	50.00
605 - Noxious Weeds		
	Minimum Charge for Removal	150.00
	Equipment Use Fees:	
	Tractor, Mower, and Labor (hourly)	150.00
705 - Private Drains		
	Disposal into Sanitary Sewer Violation (monthly)	75.00

710 - Wastewater Service Charges

Usage Charge with Meter (per 1,000 gallons)	2.23
---	------

Flat Charges (monthly)

Commercial, Without Meter	35.18
Commercial, Convenience Store/Car Wash	38.49
Commercial, Large Business (e.g. service station, church)	32.92
Commercial, Liquor Stores, On/Off Sale	37.75
Commercial, Restaurants	73.16
Commercial, Small Business	30.89
Residential, Without Meter	38.33
Residential, Manor Apartments	155.56
Residential, Multiple Family	54.32
Residential, Single Family	26.86
School	52.60

Other

Wastewater Bulk Dumping Fee	25.00
Wastewater Hook-up Charge (per parcel)	1,200.00
Wastewater Main Stub-out Charge (per parcel)	3,800.00

715 - Water Service Charges*Usage-based Charges (per 1,000 gallons)*

Usage Charge with Meter	2.25
Usage Charge Irrigation Meter	3.32
Water Tower Debt Service Fee	2.50
Water Tower Maintenance Fee	1.79
Hydrant Water Sales	10.00

Flat Charges (monthly)

Service Charge	7.87
Water Security Fee	.84
Water Testing Fee	.51
Water Tower Debt Service Fee	3.26

Other

Disconnect	50.00
Reconnect	50.00
Late Payment Fee (monthly)	15.00
Utility Labels (full or partial set)	35.00
Water/Sewer Account Update	15.00
Water Account/Meter Investigation	20.00
Water Hook-up Charge (per parcel)	1,200.00
Water Main Stub-out Charge (per parcel)	3,800.00
Water Meters	actual cost of meter

910 – Animals and Pets

Animal License Fee	5.00
Boarding (per day)	8.00
Animal Impound Fee, 1 st Offense	50.00
Animal Impound Fee, 2 nd Offense	75.00
Animal Impound Fee, 3 rd Offense	100.00
Animal Disposal Fee	75.00

925 - Fire and Rescue Department

Defibrillator	100.00
Air Bags	100.00
Jaws (extrication)	200.00
Generator	200.00
Cold Compress	2.00
Gloves	5.00
Bandages	10.00
Splints	5.00
Blankets	10.00
Responders, Resident (hourly per responder)	20.00
Responders, Non-Resident (hourly per responder)	40.00
Oxygen	25.00
Suction	15.00
Foam (per 5 gallons)	125.00
Administrative Fee	30.00
Vehicles: Pumpers #1 & #2 (per vehicle)	425.00
Vehicles: Water Truck, Rescue Van (per vehicle)	325.00
Vehicles: Brush Truck (per vehicle)	300.00

1005 - Peddlers and Solicitors

10-day permit within a 12-month period	50.00
30-day permit within a 12-month period	100.00
90-day permit within a 12-month period	150.00
Violation (daily)	25.00

1100 - Public Parks

Park Rental (daily, includes shelter/gazebo)	35.00
--	-------

1200 - Liquor and Beer

Off-Sale Liquor (annual)	100.00
On-Sale 3.2% (annual)	200.00
On-Sale Liquor (annual)	2,345.00
Special Sunday Sales (annual)	200.00
Temporary On-Sale 3.2%	15.00
Temporary On-Sale Liquor	25.00

2010 - Public Nuisance

Nuisance Response (minimum)	150.00
Equipment Use Fees:	
Tractor, Mower, and Labor (hourly)	150.00

Other

Administrative Staff Time (hourly)	85.00
Annexation Request Security Deposit	1,000.00
Blanket Easement Vacation	Actual cost
Business Subsidy/Industrial Park Purch Security Deposit	5,000.00
Charitable Gambling Transaction Fee	25.00
City Hall Room Rental	35.00
Copying Charge (per page)	0.25
Driveway Aprons, Curb and Gutter	Actual cost
Lawn Tractor, Lawn Mower & Labor (hourly)	150.00
Map Creation	50.00
Map Request	10.00
Mileage Reimbursement	Current IRS rate
Special Assessment Search	10.00
Street Reconstruction (per the Manual of Assessment Standards and Policies)	

Adopted by the Freeport City Council this 25th day of January, 2022.

Michael Eveslage, Mayor

ATTEST:

Jon Nelson, Clerk-Treasurer



CITY OF FREEPORT

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RESOLUTION 2023-01

A RESOLUTION APPOINTING FREEPORT STATE BANK AS OFFICIAL DEPOSITORY

RESOLVED, That Freeport State Bank, is hereby designated as a depository for the funds of this corporation, and any officer or other person hereinafter named is hereby authorized for and on behalf of this corporation to open or to continue an account or accounts with said Bank and to execute and deliver to said Bank signature card or cards supplied by said Bank containing specimen signatures of the officers or other persons hereinafter named and agree to said Bank's Rules and Regulations Governing Bank Accounts, and that any officer of this corporation or any other person hereinafter named is hereby authorized, for and on behalf of this corporation, to endorse or cause to be endorsed, to negotiate or cause to be negotiated, and to deposit or cause to be deposited in such account or accounts from time to time checks, drafts and other instruments and funds payable to or held by this corporation.

RESOLVED, That checks, drafts or other withdrawal orders and any and all other directions and instructions of a charter with respect to funds of this corporation now or hereafter with said Bank may be signed by any two of the following:

Michael Eveslage (Mayor) Jon Nelson (Clerk-Treasurer) and said Bank is hereby fully authorized to pay and charge to such account or accounts any checks, drafts or other withdrawal orders so signed, and to honor any directions or instructions so signed, whether or not payable to the individual order of or deposited to the individual account of or inuring to the benefit of any of the foregoing officers or persons.

RESOLVED, That any Two of the following: Michael Eveslage, (Mayor) Jon Nelson, (Clerk-Treasurer) hereby is or are authorized, for and on behalf of this corporation, at any time or from time to time to borrow money from The Freeport State Bank in such amounts, for such times, at such rate or rates of interest and upon such terms as he or they may see fit; to execute and deliver notes or other evidences of indebtedness of this corporation therefor, and renewals and extensions thereof; to sell, assign, transfer, pledge, mortgage or otherwise hypothecate to said Bank any bills receivable, accounts, contracts, warehouse, receipts, bills of lading, stocks, bonds, chattels, real estate or other property of this corporation as security; to give guaranties and other undertakings to said Bank; to discontinue with said Bank bills receivable of this corporation and to authorize modifications and extensions with respect thereto and to waive demand, presentment, protest and notice of dishonor; and to do, authorize and agree to any and all other things at any time or from time to time in connection with any of the foregoing as or they may deem appropriate.

RESOLVED, That said Bank shall be entitled to rely upon a certified copy of these resolutions until written notice of modification or rescission has been furnished to and received by said Bank.

(Confirmation continued on next page)

DATED THIS 31ST DAY OF JANUARY, 2023

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

Michael Eveslage, Mayor

ATTEST:

Jon Nelson, Clerk-Treasurer

DRAFT



CITY OF FREEPORT

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RESOLUTION 2023-02

A RESOLUTION APPOINTING MAGNIFI FINANCIAL AS AN OFFICIAL DEPOSITORY

The undersigned, Michael Eveslage (Mayor) Jon Nelson (Clerk-Treasurer), each being first duly sworn, certifies, states and alleges the following so as to induce MAGNIFI FINANCIAL (hereinafter “Credit Union”, which shall include Lender in any banking capacity, as the context may require) to enter into loans, security agreements, mortgages and other agreements related to lending and banking with CITY OF FREEPORT (hereinafter “the Corporation”).

1. That CITY OF FREEPORT, is a duly organized existing Corporation under the law of the state of Minnesota or if not incorporated under the law of the state of Minnesota, authorized to do business in the state of Minnesota; and
2. That there are no proceedings pending or threatened for dissolution or forfeiture of the Corporation’s charter or authority to act in the state of Minnesota, whether voluntarily or involuntarily; and
3. That the Corporation is in good standing with the state of Minnesota and is presently in compliance with all applicable statutes, laws and regulations relative to the Corporation’s charter to own, operate and do business of the nature it is presently transacting and will hereafter transact in the state of Minnesota; and
4. That there is no provision in the Corporation’s charter, or bylaws or articles of the Corporation limiting the power of the board of directors as which thereafter executes this certification and authorization.

RESOLVED, that Credit Union is hereby designated as a depository for the funds of this corporation and any officer this corporation is hereby authorized to open or cause to be opened an account or accounts with Credit Union on such terms, conditions and agreements as shall be required by or to deposit or cause to be deposited in such account or accounts any money, checks, drafts, orders, notes and other instruments for the payment of money and to make any other agreements deemed advisable in regard thereto.

RESOLVED, that any one of the following officers or successors are hereby authorized in the name of this Corporation to:

Michael Eveslage as, Mayor
Jon Nelson as, Clerk-Treasurer

and Credit Union is hereby authorized to charge to the account of the Corporation any checks, drafts or other withdrawal orders, so signed, in closing those payable to the individual order of the person signing the same and including also checks or other withdrawal orders payable to Credit Union or to any other person or entity, which are applied in payment of any other indebtedness owing to Credit Union from the person or persons who signed such checks or other withdrawal orders.

RESOLVED, that any two of the following:

Michael Eveslage as, Mayor
Jon Nelson as, Clerk-Treasurer

Be and hereby are authorized to borrow money or make application for and obtain for and obtain Letter of Credit for an behalf of the Corporation; to make any agreements in respect thereto; and to sign, execute and deliver promissory notes, acceptance or other evidences of indebtedness therefor, or in renewal thereof, in such amounts and for such time, at such rate of interest and upon such terms as they see fit; and are hereby authorized to endorse, assign, transfer, mortgage , or pledge to Credit Union the bills receivable, warehouse receipts, bills lading, stocks, bonds, real estate, or other property now or hereafter owned by the Corporation, and to discount the same, to unconditionally guarantee payment of any or all bills receivable so negotiated or discounted, and to waive demand, protest and notice of non-payment.

RESOLVED, all resolutions herein contained shall continue in force until express written notice of its recession or modification has been furnished to and received by Credit Union.

RESOLVED, that all transaction, if any, in respect to any deposits, withdrawals, rediscounts and borrowing by or in behalf of the Corporation with Credit Union prior to adoption of the resolutions herein contained be and the same hereby are in all things ratified, approved and confirmed.

RESOLVED, that any of the persons named above be and they are hereby authorized and empowered to make any and all other contracts, agreements, stipulations and order which they may deem advisable, from time to time, with Credit Union in respect to transactions between the Corporation and Credit Union in regard to funds deposited with Credit Union, money borrowed from Credit Union or any other business transacted by and between the Corporation and Credit Union.

RESOLVED, that any and all resolutions heretofore adopted by the City Council of the Corporation and certified to Credit Union as governing the operation of the corporation’s account(s) with Credit Union, be and are hereby continued in full force and effect, except as the same may be supplemented or modified by the foregoing.

DATED THIS 31ST DAY OF JANUARY, 2023

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

Michael Eveslage, Mayor

ATTEST:

Jon Nelson, Clerk-Treasurer



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RESOLUTION 2023-03

A RESOLUTION APPROVING DONATIONS RECEIVED IN 2022

WHEREAS, Minnesota State Statute 465.03 requires that governing bodies must formally accept donations and contributions and that every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full; and

WHEREAS, The City seeks to properly accept and record donations and contributions in accordance with all state statute and state auditor requirements;

NOW, THEREFORE; The Freeport City Council formally accepts the following donations and any stipulations:

Donor Name	Amount	Stipulation
Freeport Lions	\$75,000.00	Lions Park Playground
Freeport State Bank	\$20,421.00	Lions Park Playground

DATED THIS 31ST DAY OF JANUARY, 2023

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

Michael Eveslage, Mayor

ATTEST:

Jon Nelson, Clerk-Treasurer



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RESOLUTION 2023-04

A RESOLUTION APPROVING THE DISBURSEMENT AND PAYMENT OF CLAIMS POLICY

Disbursement and Payment of Claims Policy

Expenditures

In order for an expenditure of public funds to be lawful, it should meet both of the following standards:

Public purpose

There must be a public purpose for the expenditure. The Minnesota Supreme Court has generally concluded that “public purpose” means an activity that meets all of the following standards:

- The activity will benefit the community as a body.
- The activity is directly related to functions of government.
- The activity does not have as its primary objective the benefit of a private interest.

The Minnesota Supreme Court has also held that the general objective of a public purpose is to promote the following for all of a city’s residents:

- Public health
- Safety
- General welfare
- Security
- Prosperity
- Contentment

Authority

There must be specific or implied authority for the expenditure in statute. Specific authority is usually fairly clear. In contrast, whether authority is implied by a particular statute is subject to interpretation. The city should consult with its city attorney as to whether authority for a specific expenditure is implied.

Payment of Claims

Pursuant to Minnesota Statute § 412.271, subd.1, no disbursement of city funds shall be made except by an order drawn by the mayor and clerk-treasurer. Except when issued for the payment of judgments, salaries and wages previously fixed by the City Council or by statute, principal and interest on obligations, rent and other fixed charges, the exact amount of which has been previously determined by contract authorized by the City Council, no order shall be issued until the claim to which it relates has been audited and allowed by the City Council.

Prompt Payment of Claims

Minnesota Statute § 471.425 requires that cities pay each vendor obligation according to the terms of the contract or, if no contract terms apply, within the standard payment period unless the city in good faith disputes the obligation.

The following requirements must be met:

- For cities who have regularly scheduled council meetings at least once a month, the standard payment period is defined as within 35 days of the date of receipt.

- A city shall calculate and pay interest to a vendor if the city has not paid the obligation according to the terms of the contract or, if no contract terms apply, within the standard payment period.
- The rate of interest calculated and paid by the city on the outstanding balance of the obligation not paid according to the terms of the contract or during the standard payment period shall be 1.5 percent per month or part of a month.
- No interest penalties may accrue against a purchaser who delays payment of a vendor obligation due to a good faith dispute with the vendor regarding the fitness of the product or service, contract compliance, or any defect, error or omission related thereto. If such delay undertaken by the city is not in good faith, the vendor may recover costs and attorney's fees.
- The minimum monthly interest penalty payment that a city shall calculate and pay a vendor for the unpaid balance for any one overdue bill of \$100 or more is \$10. For unpaid balances of less than \$100, the city shall calculate and pay the actual interest penalty due the vendor.

Immediate Payment of Claims

Pursuant to Minnesota Statute § 412.271, subd. 4, when payment of a claim based on contract cannot be deferred until the next City Council meeting without loss to the city through forfeiture of discount privileges or otherwise, it may be made immediately if the itemized claim is endorsed for payment by at least a majority of all the members of the City Council. The claim shall be acted upon formally at the next City Council meeting in the same manner as if it had not been paid, and the earlier payment shall not affect the right of the city or any taxpayer to challenge the validity of the claim.

Cash Disbursement Guidelines

The Clerk-Treasurer will be responsible for implementing and providing internal control for all disbursements.

1. General Guidelines

- a. All general disbursements will be approved in advance by the City Council. The following exceptions may be made upon approval of the Mayor and Clerk-Treasurer:
 - i. Debt service payments, including principal, interest, and fiscal agent fees
 - ii. Payroll and related liability payments
 - iii. Investment purchases
 - iv. Sales tax payments
 - v. Postage replenishment
 - vi. Contract or other payments that have specific City Council pre-approved payment instructions
 - vii. Payments to the following vendors:
 1. Albany Mutual Telephone
 2. CenterPoint Energy
 3. DHIA Laboratories
 4. Finken Water Centers
 5. League of Minnesota Cities Insurance Trust (LMCIT)
 6. Magnifi Financial
 7. Minnesota Life Insurance Company
 8. Northland Trust Services, Inc.
 9. Rahn's Oil & Propane, Inc.
 10. Star Publications LLC
 11. Verizon Wireless
 12. Xcel Energy
- b. All general disbursements, other than from payroll, petty cash, or made electronically, will be made by pre-numbered checks.
- c. In accordance with Minnesota Statutes § 471.38 and § 471.391, checks by which claims are paid may have printed on their reverse side, above the space for endorsement thereof, the following statement: "The undersigned payee, in endorsing this check declares that the same is received in payment of a just and correct claim against the city, and that no part of it has heretofore been paid." When endorsed by the payee named in the check, such statement shall operate and shall be deemed sufficient as the required declaration of the claim.

- d. Under no circumstances will blank checks be signed in advance.
- e. Paying off of vendor statements (rather than invoices) will be prohibited.
- f. Electronic claims will be utilized for all general disbursements.
- g. Unpaid invoices will be maintained in a file by the Administrative Assistant.

2. General Disbursement Process

- a. All invoices received by the city will be generally opened and date stamped by the Administrative Assistant, who will:
 - i. Verify that the goods and/or services were received
 - ii. Verify that the amount of the invoice is correct
 - iii. Attach packing slips or bills of lading
 - iv. Complete an electronic claim, including:
 - 1. Vendor name and address
 - 2. Invoice number
 - 3. Account coding
 - 4. Description of invoice
 - 5. Amounts
 - v. Present a Claim Approval List and attached invoices to the Clerk-Treasurer
- b. The Clerk/Treasurer processes all authorized payments by:
 - i. Verifying that all amounts due and account codes are accurate
 - ii. Reviewing application of sales tax on each invoice for propriety
 - iii. Initialing the Claim Approval List to indicate approval
 - iv. Copying any specific invoices for the City Council's review
 - v. Providing a copy of the Claims Listing report to the City Council for approval during the regularly scheduled City Council meetings
 - vi. Providing explanation to the City Council for all disbursements within the accounts payable report
- c. Checks will be signed and mailed on the day following City Council approval of the Claims Listing and accounts payable reports:
 - i. Two authorized signers (Mayor and Clerk-Treasurer) will sign all approved checks, while verifying that all checks are accurate by comparing the check and amount to the approved Claim Approval List and invoices
 - ii. After authorized signatures are obtained, the Administrative Assistant will mail the approved disbursements:
 - 1. A check including stub will be mailed to the vendor
 - 2. A check stub will be attached to the invoice, which will then be filed

Electronic Disbursement Process

- d. Electronic or wire transfers will generally be for:
 - i. Debt service payments, including principal, interest, and fiscal agent fees
 - ii. Payroll and related liability payments
 - iii. Investment purchases
 - iv. Sales tax payments

The Clerk-Treasurer will be responsible for implementing and providing internal control for all electronic or wire transfer disbursements by documenting the process and anticipating the funds to be wired to the designated depository on a particular date and time as well as preparing appropriate general ledger transactions, including payments and adjusting journal entries.

Credit Cards

In accordance with Minnesota Statute § 471.382, the City Council may authorize the use of a credit card by any city officer or employee otherwise authorized to make a purchase on behalf of the city. If a city officer or employee makes or directs a purchase by credit card that is not approved by the City Council, the officer or employee is

personally liable for the amount of the purchase. A purchase by credit card must otherwise comply with all statutes, rules, or city policy applicable to city purchases.

Dated This 31st Day of January, 2023

Motion by:

Second by:

Council members in favor:

Opposed or abstained:

Michael Eveslage, Mayor

ATTEST:

Jon Nelson, Clerk-Treasurer

DRAFT



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2023 Appointments

	2022	2023
Official Depositories	Freeport State Bank Magnifi Financial League of MN Cities	
Finance Committee	City Council	
Street Commissioners	City Council	
Legal Advisor	Dymoke Law Office	
Legal Prosecutor	Stearns Co Attorney's Office	
Park & Recreation Commissioner(s)	Mike Eveslage Jake Renneker	
Acting Mayor	Tim Hennen	
2 nd Acting Mayor	Jake Renneker	
EDA Council Rep.	Sarah Blake	
Weed Inspector	Loren Goebel, Public Works Director	
Health Officer	CentraCare Health-Melrose	
Assessor	Stearns County	
Newspaper	Star Post & Sauk Centre Herald	
Public Examiner	Schlenner Wenner & Co.	
Engineer	SEH, Inc.	
Building Inspector	Inspectron, Inc.	
Emergency Management Director	Fire Department Chief	
Acting Emergency Management Director	Fire Department First Assistant Chief	

Zoning Administrator	Clerk-Treasurer
Zoning Officers	City Council
Data Practices Compliance Officer	Clerk-Treasurer
Liaison to Chamber of Commerce	Clerk-Treasurer